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**COLCHESTER BOARD OF EDUCATION**
**Regular Meeting (Hybrid)**

Tuesday, June 4, 2024
6:00 PM
William J. Johnston Middle School

## MINUTES

**BOARD MEMBERS PRESENT :** Chair Alexander Oliphant, Vice-Chair Christopher Rivers, Secretary Margo Gignac, Donna Antonacci, Michelle Millington, Rosemary Gignac and Stefanie Tracey-Calash.

**ADMINISTRATION PRESENT :** Superintendent Daniel P. Sullivan, III, Bacon Academy (BA) Principal Amy Begué and Student Board Member Brooke Dean.

**OTHERS PRESENT :** Director of Finance and Operations Rachel Linkkila (arrived at 6:02 PM), Instructional Technology Coordinator Barbara Johnson, Executive Assistant to the Superintendent Alyssa Fratoni.

## 1. MEETING OPENING

1.1. Call to Order
Chair Oliphant called the meeting to order at 6:00 PM.

1.2 Roll Call
Chair Oliphant conducted roll call of the Board.

1.3 Pledge of Allegiance

## 2. RECOGNITIONS / ACKNOWLEDGEMENTS

2.1. Recognition of Bacon Academy Class of 2024 Valedictorian and Salutatorian.
BA Principal Amy Begué recognized and congratulated Valedictorian Carolyn Baehr and Salutatorian Abigail Belding on their hard work.

2.2 Recogntion of Bacon Academy Robotic's Team.
Tom Praisner recognized the BA Robotics Team 1699 and spoke about how intense the experience was for each of the members. He spoke about the long hours and hard work that went into building the robot. Mr. Praisner described the process of how a new game is released in January and the teams have 6-8 weeks to design and build a robot that weighs up to

120 pounds that can accomplish the game guidelines while competing against other robots. He stated that the dedication the members had was outstanding, they came in most weekends during the 6-8 week build to complete the robot. Congratulations to BA Team 1699 on their monumental first Robotics State Championship win in school history!

**3. STUDENT BOARD MEMBERS REPORT**

3.1. Student Board Member Brooke Dean spoke about Project Grad events in regards to the upcoming BA Graduation.

**4. *ADDITIONS / CHANGES TO THE AGENDA**

4.1. **Motion by:** D. Antonacci
Motion to approve Policy *1411 Law Enforcement Officials* for First Read.
**Second:** M. Gignac
**Roll Call:** All in favor
**Vote:** Motion carried

4.2 Chair Oliphant stated that there will be an action item added to the Budget Finance Committee Update.

**5. PUBLIC COMMENT**

5.1. For Public Comments, please see Bylaw on Meeting Conduct
No Public Comment at this time.

**6. REPORT FROM THE SUPERINTENDENT**

6.1. Instructional Rounds

Superintendent Sullivan spoke about how Administration reinstituted Instructional Rounds. He stated that the goal was an opportunity for collaboration with Administration to see the work throughout the District and also to appreciate the work our teachers are doing. There was a common trend found in "what is a Colchester kid" with the way that the students interact with one another, other adults and their behaviors in school. Our students are respectful, engaged and kind to one another, which is something that everyone should be proud of. Administration looks forward to continuing Instructional Rounds.

6.2 HVAC Grant

Superintendent Sullivan stated that we are in receipt of the grant. The next steps are awarding the work to a company. He cautioned that due to equipment failures and changes in pricing since we first looked in December, we may have to make the difficult decision to not have air conditioning the gym to ensure that we have adequate air conditioning in all of the classroom areas. Vice-Chair Rivers reminded the Board and the Public that this is a slow process but the return is worth it as the State is taking a significant portion of the costs.

**7. *APPROVAL OF MINUTES**

**Motion by:** D. Antonacci
Motion to approve Board of Education Special Meeting Minutes from May 17, 2024 with additions to section 2.3.
**Second:** M. Gignac
**Roll Call:** All in favor
**Vote:** Motion carried

**8. *PRIORITY DISCUSSION / ACTION ITEMS**

8.1. Approval of Budget Finance Committee transfers that are more than $5,000.00
**Motion by:** M. Millington
Motion to approve moving funds from VOAG to Magnet to zero out.
**Second:** Vice-Chair Rivers
**Roll Call:** All in favor
**Vote:** Motion carried

8.2 Approval of Valedictorian Prize Donation
**Motion by:** M. Gignac
Motion to accept Donation.
**Second:** Vice-Chair Rivers
**Roll Call:** All in favor
**Vote:** Motion carried

## 9. REPORTS FROM BOARD COMMITTEES

9.1. Budget Finance Committee

Vice-Chair Rivers is asking the Board to approve the Budget Finance Committee to close out transfers over $5,000.00 before the end of the Fiscal Year (June 30, 2024) and then report to the full Board at the August Board of Education meeting.

**Motion by:** M. Gignac
Motion to adjourn.
**Second:** M. Millington
**Roll Call:** All in favor
**Vote:** Motion carried

9.2 Curriculum Committee
Nothing to report at this time.

9.3 Facilities Committee
Nothing to report at this time.

9.4 Policy Committee

Meeting weekly at this time. Series 1000 Policies have been accomplished, moving on to Series 2000 Policies.

## 10. BOARD ANNOUNCEMENTS AND INFORMATION ITEMS

10.1. Next Meeting
August 20, 2024.

10.2 Personnel Report
The Board viewed the associated document.

10.3 Notice of Retirement / Resignation
The Board viewed the associated documents.

10.4 Bacon Academy fundraising activity approval for Robotics Team from Dominion Energy Annual Donation.

**Motion by:** Vice-Chair Rivers
Motion to accept Donation.
**Second:** M. Gignac
**Roll Call:** All in favor

**Vote:** Motion carried

10.5 Bacon Academy fundraising activity approval for Robotics Team from Colchester Liions Club Donation.

**Motion by:** Vice-Chair Rivers
Motion to accept Donation.
**Second:** R. Gignac
**Roll Call:** All in favor
**Vote:** Motion carried

10.6 Bacon Academy Fundraising activity approval for Girls Soccer for State Championship Rings Online Sale.

**Motion by:** Vice-Chair Rivers
Motion to accept fundraising.
**Second:** R. Gignac
**Roll Call:** All in favor
**Vote:** Motion carried

10.7 Approval of JJIS PTO Gift to JJIS.

**Motion by:** Vice-Chair Rivers
Motion to accept gift
**Second:** M. Millington
**Roll Call:** All in favor
**Vote:** Motion carried

10.8 Approval of Policy Committee changes to policies - Second Read

D. Antonacci spoke about changing the language in Policy *1411 Law Enforcement Officials*. Vice-Chair Rivers is asking for more inclusive language in the last sentence of the policy (changing parent to legal guardian). He suggested having the Policy Committee discuss it further and bring back to the full Board for a Second Read at the next Board of Education meeting.

**Motion by:** Vice-Chair Rivers
Motion to approve second reads as presented, excluding Policy *1411 Law Enforcement Officials.*
**Second:** R. Gignac
**Roll Call:** All in favor
**Vote:** Motion carried

10.9 Discussion and Possible Action on the Superintendent's Annual Evaluation

**Motion by:** R. Gignac
Motion to move into Executive Session and to invite Superintendent Sullivan after the discussion of the Board for the Annual Evaluation and the Superintendent's Contract.
**Second:** M. Millington
**Roll Call:** All in favor
**Vote:** Motion carried

The Board had a break for 5 minutes and went into Executive Session at 6:41 PM.

Superintendent Sullivan was invited into Executive Session at 7:33 PM.

The Board returned from Executive Session at 8:02 PM.

**Motion by:** M. Gignac
Motion to extend Superintendent Sullivan's Contract through the 2026-2027 School Year and to authorize Chair Oliphant and Vice-Chair Rivers to negotiate contract details and compensation.
**Second:** M. Millington
**Roll Call:** All in favor
**Vote:** Motion carried

## 11. PUBLIC COMMENT

11.1. For Public Comments, please see Bylaw on Meeting Conduct
No Public Comment at this time.

## 12. ADJOURNMENT

Adjournment
**Motion by:** M. Gignac
Motion to adjourn.
**Second:** Vice-Chair Rivers
**Roll Call:** All in favor
**Vote:** Motion carried

Chair Oliphant adjourned the meeting at 8:03 PM.

Respectfully submitted,

Alyssa Fratoni
Executive Assistant to the Superintendent